



**ISLAMORADA, VILLAGE OF ISLANDS  
REGULAR VILLAGE COUNCIL MEETING MINUTES**

**Founders Park Community Center  
87000 Overseas Hwy  
Islamorada, FL 33036  
Thursday, October 22, 2015  
5:30 PM**

**I. CALL TO ORDER / ROLL CALL**

Mayor Mike Forster called the meeting to order at 5:30 P.M. The following Councilmembers were present on roll call: Mayor Mike Forster, Vice Mayor Deb Gillis, Councilman Jim Mooney, Councilman Chris Sante and Councilman Dennis Ward. Also in attendance were Village Manager Maria Aguilar, Village Attorney Roget Bryan, Director of Planning Cheryl Cioffari, Deputy Village Clerk Kyle McLeod, and all other appropriate personnel.

**II. PLEDGE OF ALLEGIANCE**

Nat Ramassini led the Pledge of Allegiance.

**III. PRESENTATIONS AND ANNOUNCEMENTS**

**A. Acknowledgement of Alicia Bentancourt's Service on the Achievable Housing Citizens' Advisory Committee**

Mayor Mike Forster thanked Alicia Betancourt for her service on the Achievable Housing Citizens' Advisory Committee. Ms. Betancourt was not in attendance.

**B. Acknowledgement of Jenn Weiden's Service on the Achievable Housing Citizens' Advisory Committee**

Mayor Mike Forster presented Jenn Weiden with a certificate of appreciation for her service on the Achievable Housing Citizens' Advisory Committee.

Councilman Dennis Ward announced the Islamorada Moose Lodge Bacon Fest would be held on November 7<sup>th</sup> and 8<sup>th</sup>.

**IV. PUBLIC COMMENT**

Mayor Mike Forster opened public comment.

Ms. Bobbi Haugen expressed concern for an 81 year old woman that was living in the woods and provided the following contact information for anyone that could provide assistance: Phone number: 305-852-2892 Email: [haugen@bellsouth.net](mailto:haugen@bellsouth.net)

Dave Purdo thanked those that assisted with the Lower Matecumbe Historical Trust “29 Points of Interest Historical Trolley Tour”.

Larry Barr expressed concern regarding the increase in the rolled back rate indicated in the final millage resolution found in tab 3.

Rebekah Susa addressed a recommendation made by the Achievable Housing Citizens’ Advisory Committee pertaining to the base salary requirements for affordable housing.

Mayor Mike Forster closed public comment.

**V. AGENDA: Request for Deletion / Emergency Additions**

Councilman Jim Mooney requested a discussion, to occur at the next Regular Village Council Meeting, regarding naming the baseball field after Roger Allen.

**VI. CITIZENS’ ADVISORY COMMITTEE UPDATES**

**A. Landscape Advisory Committee Update & Presentation of the Pineapple Award**

This item was heard at 5:45 PM.

Jennifer Cappadonna presented the Pineapple Award to the Islamorada, Village of Islands Public Works Department. Public Works Director, Lesli Wojtecki accepted the award.

Ms. Cappadonna reported that the Landscape Advisory Committee had awarded three recipients with the Pineapple award thus far in 2015. She stated the committee had been gathering seeds, many of which were endangered species, propagating and planting the seeds. She stated the committee had 200 plants which they intend to plant at the Key Tree Cactus Preserve in 2016.

**B. Local Planning Agency Update**

This item was heard at 6:00 PM.

Pete Bacheler, Committee Chair, reported the committee had discussed the Village Code pertaining to the fifteen-foot separation between driveways on small lots and that the committee voted in favor of changing the distance to ten feet. He stated the committee discussed the possibility of food trucks in the Village and voted unanimously against the idea. He stated Dick Haagood, with the Islamorada Arts District, called him and stated the idea of food trucks had been tried in the Arts District a few times and the local restaurateurs stated it took too much of their business away and the restaurateurs were not in support of the idea.

**C. Achievable Housing Citizens’ Advisory Committee Update**

This update was heard at 5:49 PM.

Janet Wood stated the Achievable Housing Citizens’ Advisory Committee had a quorum at its last meeting and that the committee refined the guidelines for the First Time Homebuyers Down Payment Assistance Program. Ms. Wood suggested to Council that they consider removing the perpetuity language.

Rebekah Susa stated the committee voted unanimously to approve the following changes to the guidelines:

1. Eligible affordable housing units must be deed restricted for the term of the loan.
2. The offer is only good for single-family residences which includes anything but mobile homes.
3. Loan offer of \$10,000 dollars is for a matching down payment that cannot be used for closing costs.
4. Payback of the loan would be prorated. For example: If a \$10,000 dollar loan is provided and the borrower sells the home after seven years, the borrower would be responsible for paying back \$3,000 dollars because there would be three years left on the loan. If the home is kept for ten years the loan would be forgiven.
5. The total number of loans provided would be based on demand.
6. At least one applicant per household must work in Monroe County between Ocean Reef and the Seven Mile Bridge.
7. Income and employment qualifications would be considered.
8. The property must be in the Village; or the applicant must work in the Village and live in Monroe County between Ocean Reef and the Seven Mile Bridge.
9. The committee recommends that the program assist individuals and families whose household incomes do not exceed 160% of the annual gross median household income for Monroe County, which is currently \$70,400.
10. Once the applicant has been approved the funds would be available to the qualified person(s) for up to one year before a renewal letter is recommended.

Ms. Susa clarified that the affordable housing funds were derived from impact fees and not taxpayer money.

## **VII. CONSENT AGENDA**

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| <p><b>A. Minutes:</b></p> <ul style="list-style-type: none"> <li>• September 10, 2015 Regular Village Council Meeting</li> <li>• September 21, 2015 Special Call Village Council Meeting, Final Budget Hearing</li> <li>• September 22, 2015 Village Council Workshop, FDOT</li> <li>• October 1, 2015 Regular Village Council Meeting</li> </ul> | <b>TAB 1</b> |
| <p><b>B. Resolution Approving a Mutual Aid Agreement Between Islamorada, Village of Islands and City of Key West for Mutual Aid Fire and Emergency Services Assistance</b></p>  | <b>TAB 2</b> |
| <p><b>C. Amended and Restated Final Millage Rate Resolution for Fiscal Year 2015-2016</b></p>   | <b>TAB 3</b> |

Mayor Mike Forster opened public comment; seeing none, public comment was closed.

Vice Mayor Deb Gillis made a motion to approve. Councilman Chris Sante seconded the motion. Council voted all in favor. The motion passed 5-0.

## **VIII. WASTEWATER MATTERS**

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| <b>A. Wastewater Update</b> | <b>TAB 4</b> |
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This item was heard at 6:04 PM.

Greg Tindle, Wastewater Program Manager, reported that from mid-July through October 2<sup>nd</sup>, salinity levels had been below the threshold; but that with the recent high tides, salinity levels had exceeded the threshold. Mr. Tindle reported that the high tides allowed maintenance crews to identify nine sources of infiltration. He stated that six vacuum pits needed to be replaced and that there were a few point repairs that were external to the vacuum pits. Mr. Tindle provided the following wastewater connection update:

- Upper Matecumbe Key: Out of 488 letters sent, 81 were connected or in the process

- South Plantation Key: Out of 784 letters sent, 349 were connected or in the process
- Middle Plantation Key: Out of 656 letters sent, 309 were connected or in the process

Mr. Tindle reported the Village was still on schedule for substantial completion by October 31, 2015. He stated notice to connect letters would be mailed in November to Lower Matecumbe Key property owners. Mr. Tindle stated an informational meeting would be held at Sea Base on November 17<sup>th</sup> at 5:00 PM and at 6:00 PM.

Mayor Mike Forster opened public comment.

Larry Barr inquired about the construction target dates and their reliability. Greg Tindle, Wastewater Program Manager, stated that everything was completed except flushing and testing and that he felt confident about the substantial completion date.

Mayor Forster closed public comment.

Ariana Lawson, Interim Finance Director, provided the following update regarding the Community Development Block Grant: 108 applications had been received to date; of these, 16 had been approved and were out to bid; 25 were under review; 37 were incomplete and needed additional documentation; and 16 had been withdrawn by the applicant. She stated the Village would not pursue applicants for failure to connect when their application was under review or pending by the Village. Ms. Lawson stated applicants should not connect until they had received approval from Government Services Group because this would affect their eligibility for reimbursement.

## **IX. ORDINANCES**

- A. Second Reading: Ordinance Amending the Land Development Regulations to Define Legally Established Existing Package Sewer Treatment Facilities as Nonresidential Floor Area **TAB 5****

This item was heard 6:13 PM.

Village Attorney Roget Bryan read the title of the resolution and stated this was second reading and a public hearing. Director of Planning, Cheryl Cioffari, presented the staff report recommending approval.

Mayor Mike Forster opened public comment; seeing none, public comment was closed.

Vice Mayor Deb Gillis made a motion to approve; Councilman Chris Sante seconded the motion. Council voted all in favor. The motion passed 5-0.

- B. Second Reading: Ordinance Amending the Land Development Regulations for Accessory Structures within the Shoreline Setback **TAB 6****

This item was heard at 6:14 PM.

Village Attorney Roget Bryan read the title of the resolution and stated this was second reading and a public hearing. Director of Planning, Cheryl Cioffari, presented the staff report recommending approval.

Mayor Mike Forster opened public comment; seeing none, public comment was closed.

Councilman Jim Mooney made a motion to approve. Councilman Dennis Ward seconded the motion. Council voted all in favor. The motion passed 5-0.

C. First Reading: Land Development Regulations Text Amendment for Driveway Separation Requirements **TAB 7**

This item was heard at 6:16 PM.

Village Attorney Roget Bryan read the title of the resolution and stated this was first reading. Director of Planning, Cheryl Cioffari, presented the staff report recommending approval.

Councilman Chris Sante suggested that the ordinance require the property owner to provide adequate stormwater runoff rather than the ordinance requiring a specific separation distance between the driveways. Director of Planning, Cheryl Cioffari, stated she had some additional ideas for the ordinance such as requiring paved aprons on non-residential properties so as to prevent gravel from entering the bike paths. Councilman Chris Sante requested the item be tabled to allow staff to modify the language. Council expressed agreement to tabling the item.

Mayor Mike Forster opened public comment; seeing none, public comment was closed.

**X. QUASI-JUDICIAL**

**XI. RESOLUTIONS**

A. Green Turtle Hammock and Key Tree Cactus Master Plan **TAB 8**

This tab was heard at 6:23 PM.

Village Attorney Roget Bryan read the title of the resolution. Environmental Resources Manager, Susan Sprunt, presented the staff report recommending approval.

Mayor Mike Forster opened public comment; seeing none, public comment was closed.

Councilman Jim Mooney made a motion to approve. Vice Mayor Deb Gillis seconded the motion. Council voted all in favor. The motion passed 5-0.

**XII. MOTIONS**

**XIII. MAYOR / COUNCIL COMMUNICATIONS**

A. Discussion Regarding Interlocal Agreement with Monroe County Providing for the Transfer of ROGO/BPAS Units to Islamorada, Village of Islands – Councilman Sante **TAB 9**

This item was discussed at 6:27 PM.

Councilman Chris Sante requested Council give direction to the Village Manager to discuss with Monroe County the possibility of Monroe County donating ROGO/BPAS units for affordable housing and provided his reasons for the request.

Vice mayor Deb Gillis stated Monroe County had given the City of Marathon in excess of 36 units and spoke in support of Councilman Sante's idea. Mayor Mike Forster and Councilman Dennis Ward stated they had spoken with Monroe County Commissioner David Rice regarding the idea of giving Islamorada units and that there was a spirit of cooperation exhibited in the conversations.

Councilman Jim Mooney spoke against building 36 units in one location and against the affordable housing "in perpetuity" requirement. Councilman Mooney spoke in support of infill for affordable housing.

Councilman Sante and Vice Mayor Deb Gillis stated they supported the idea of infill and that both infill and multi-unit developments were needed.

Mayor Mike Forster opened public comment.

Dave Purdo spoke in support of the idea of obtaining units from Monroe County.

Larry Barr thanked the Council for seeking relief from Monroe County for affordable housing units.

Mayor Mike Forster closed public comment.

Mayor Mike Forster suggested the Council ask Commissioner David Rice at the November 12<sup>th</sup> Regular Village Council Meeting hoping the commissioner would make it a future agenda item for Monroe County.

**B. Discussion Regarding Current Parking Requirements in Islamorada – Councilman Sante** **TAB 10**

This item was heard at 6:41 PM.

Councilman Chris Sante stated the current parking requirements for multi-family buildings were 1.5 spaces per unit and that the requirement was based on the old premise of one car per family. Councilman Sante suggested that the requirement be increased to more accurately reflect the number of vehicles associated with a unit. Discussion ensued among Council and staff regarding inadequate parking; quality restaurants versus fine dining; and a future discussion about metered parking. Council agreed to an increase in the number of parking spaces per unit. Director of Planning, Cheryl Cioffari, stated she would revise the ordinance to reflect 2 spaces per unit.

**C. Discussion Regarding Food Trucks – Mayor Forster** **TAB 11**

This item was heard at 6:55 PM.

Councilman Chris Sante stated he would like to see food trucks be allowed for certain events in the Village but clarified that he was not in favor of 24/7 food trucks. Mayor Mike Forster reported on the different types of mobile vending and stated that if the Council chose to adopt a food truck ordinance that it should be a retail truck ordinance. Mayor Forster stated that if a food truck ordinance was approved by Council then it should not be visible from the street. Council discussion ensued regarding food trucks; catering from tents at special events; the effects of mobile vendors on local businesses and the Village; reducing the threshold for temporary use permits; and creating specific criteria for the permitting of mobile vendors.

Mayor Mike Forster opened public comment.

Larry Barr spoke in support of strict regulations for mobile vendors.

Mayor Mike Forster closed public comment.

Director of Planning, Cheryl Cioffari, recapped the Council's discussion stating that based on Council consensus it was not necessary for staff to return to Council with additional information because temporary use permits already addressed food trucks at special events and the Council did not want to reduce the threshold for Temporary Use Permits. Ms. Cioffari stated staff would make the Temporary Food Vendor Requirement Check List available online for those events that did not require a permit.

**XIV. VILLAGE ATTORNEY / VILLAGE MANAGER COMMUNICATIONS**

**A. Update Regarding the Florida Department of Transportation Beautification Project from** **TAB 12**

Jerome Avenue to Snake Creek Bridge

This item was discussed at 7:27 PM.

Councilman Chris Sante stated most of the plants identified in the project were easy to maintain, but that some of them could get out of hand quickly. Director of Public Works, Lesli Wojtecki, stated that the Department of Transportation required specific maintenance for the different types of plants.

Mayor Mike Forster opened public comment; seeing none, public comment was closed.

**B. Update Regarding Redrawn Plans for FDOT Roadway Repair & Resurfacing Project No. 425600-6-52-01 from MM 77.5 to MM 81.4**

This item was heard at 7:30 P.M.

Village Manager Maria Aguilar stated that FDOT had made the changes to the project requested by Council, specifically the riprap and paved parking were removed. Discussion ensued among Council and staff regarding future parking; possibly requesting FDOT install more of the approaches made of permeable pavers when the landscape portion of the project begins; delineating the clear zone on the maps so that Council knows what is available; using a Village consultant to assist with a parking plan; and previous Council direction to work with the Chamber of Commerce.

Council directed staff to request, from FDOT, the process for lowering the speed limit to 45 miles per hour from Mile Marker 80 to Mile Marker 77; and to provide the Council with illustrations of the Fills delineating the areas that could be leased.

**C. Discussion Regarding Strategic Planning**

Village Manager Maria Aguilar asked if the Council wished to proceed with a strategic planning workshop. She reported that she had received a proposal from Trainnovations with a not-to-exceed amount of \$23,400 dollars. Ms. Aguilar reviewed some of the priorities identified in the April 2014 strategic planning session and stated staff was following those priorities. Discussion ensued regarding whether or not there was a need for another strategic planning workshop and the costs associated with paying a consultant to conduct the workshop. Council agreed to hold a charrette on November 18<sup>th</sup>, 2015 to identify those ideas that would make Islamorada better.

**XV. ADJOURNMENT**

Councilman Chris Sante made a motion to adjourn. Councilman Dennis Ward seconded the motion. Council voted all in favor and the meeting adjourned at 8:05 PM.

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Kelly S. Toth  
Village Clerk

Approved by the Village Council this 12<sup>th</sup> day of November, 2015.